

Overview

This standard is for a person monitoring and/or approving electrical installation work in dwellings. The Health and Safety at Work Act and its associated guidelines seek to secure the health, safety and welfare of people whilst they work and protect other people against risks to health or safety arising from the activity of people at work.

It is important to note the following that according to the Health and Safety at Work Act:

- Employers must safeguard so far as is reasonably practicable, the health, safety and welfare at work of all the people who work for them and “other persons”. This applies in particular to the provision and maintenance of safe plant and systems of work, and covers all machinery, equipment and substances used.
- People at work also have a duty under the Act to take reasonable care to avoid harm to themselves or to others by their working practices, and to co-operate with employers and others in meeting statutory requirements. The Act also requires employees not to interfere with or misuse anything provided to protect their health, safety or welfare in compliance with the Act.

This standard is about having an appreciation of hazards which may cause serious harm in the workplace and knowing how to deal with them. It describes the competencies required to ensure that:

- your own actions do not create any health and safety risks,
- you do not ignore hazards with significant risk in the workplace, and
- you take sensible action to put things right, including: reporting situations which pose a danger to people in the workplace

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Performance criteria

- You must be able to:*
- P1 identify which workplace health and safety procedures are relevant to your working environment
 - P2 identify evacuation procedures and emergency exits before work commences
 - P3 review your working practices and your working environment for hazards which could cause serious harm
 - P4 control those health and safety hazards within your capability and job responsibility limits
 - P5 report those hazards which may present a high risk to the relevant persons responsible for health and safety in the workplace
 - P6 conduct yourself around the workplace in a manner that does not endanger the health and safety of yourself or other persons
 - P7 follow the workplace policies and suppliers' or manufacturers' instructions for the safe use of tools, plant and equipment
 - P8 follow agreed procedures in the event of an emergency warning
 - P9 follow correct procedures in the event of injuries to self and others

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Knowledge and understanding

You should know and understand the following aspects relating to Health and Safety

You need to know and understand:

- K1 your legal duties for health and safety in the workplace as defined by the Health and Safety at Work Act 1974
- K2 your duties for health and safety as defined by any specific legislation covering your job role
- K3 what hazards may exist in your workplace
- K4 the particular health and safety risks which may be present in your own job role
- K5 the importance of remaining alert to the presence of hazards in the whole work place
- K6 agreed workplace health and safety procedures including site evacuation procedures and procedures for dealing with injured persons
- K7 responsibilities for health and safety in your job description
- K8 the responsible persons to whom to report health and safety matters

Additional Information

Glossary

These National Occupational Standards identify the level of competence that is required by individuals who have the responsibility on a day-to-day basis for the safety, technical standard and quality of “Full Scope” and/or “Defined Scope” electrical installation work in “Dwellings”

1. Electrical Installation Work in a “**Dwelling**” includes work in;
 - 1.1. Houses or flats
 - 1.2. “Dwellings” and business premises that have a common electrical supply – e.g. shops or public houses with a flat/living quarter as part of the main structure
 - 1.3. Common access areas in blocks of flats such as corridors and staircases
 - 1.4. Shared amenities of blocks of flats/bedsits such as laundries, kitchen or WC
2. These National Occupational Standards **DO NOT** apply to a “room (s) for residential purposes” which is used by one or more persons to live and sleep in, including rooms in hotels, hostels, boarding houses, halls of residence and residential homes.”
3. These National Occupational Standards **APPLY** to electrical installations that are intended to operate at low or extra-low voltage (BS7671) and are;
 - 3.1. in or attached to a “Dwelling”
 - 3.2. in the common parts of a building serving one or more “Dwellings”, but excluding power supplies to lifts
 - 3.3. in a building that receives its electricity from a source located within or shared with a dwelling
 - 3.4. in a garden or in or on land associated with a building where the electricity is from a source located within or shared with a “Dwelling”
4. Electrical Installation Work is the design, installation, inspection and testing of electrical systems and equipment in “Dwellings”, as a whole system or part thereof located on the consumers side of the electricity supply. Electrical systems and equipment includes;
 - 4.1. Equipment - apparatus/components, accessories switch-gear, distribution panels, consumer units, control systems, cables/cable carriers and luminaires that are fit purpose for an electrical installation in a “Dwelling”
 - 4.2. Wiring systems – An assembly made up of cable or busbars and parts which secure and, if necessary, enclose the cable or busbars, for example multi-core and single core cables with PVC, XLPE or LSF insulation and sheathing, M I cables with or without PVC/LSF sheathing and SWA cables with PVC, XLPE or LSF insulation and sheathing, conduit, trunking and tray
 - 4.3. Accessories - devices, other than current-using equipment, associated with such equipment or with the wiring of an installation
 - 4.4. Appliance - an item of current-using equipment other than a luminaire or an independent motor
5. The categories of Electrical Installation Work in “Dwellings” are;

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- 5.1. Full Scope (Level A) “Electrical Installation Work” includes the design, installation, inspection and testing of electrical installation work that is associated with dwellings and is intended to operate at a voltage that does not exceed low-voltage
 - 5.2. Defined Scope (Level B) “Electrical Installation Work” that is limited to the design, installation, inspection and testing of defined electrical installation work intended to operate at a voltage that does not exceed low-voltage that is associated with dwellings and is undertaken in connection with, or ancillary to some other work
6. Defined Scope Electrical Installation Work in “Dwellings” can be;
- 6.1. Plumbing
 - connection of an “Appliance” flex into a fused Spur Unit
 - additions to and extensions of certified fixed wiring systems
 - replacement of accessories and equipment – e.g. double-pole switch for a shower-unit to a pre-installed supply cable/outlet
 - 6.2. Gas installation work (Similar to plumbing)
 - 6.3. Installation of oil-fired combustion appliances;
 - 6.4. Installation of solid fuel burning combustion appliances;
 - 6.5. Installation or refurbishment of kitchens, bathrooms or bedrooms;
 - 6.6. Stair-lift installation work;
 - 6.7. Air conditioning installation work;
 - 6.8. Installation of domestic extractor fans;
 - 6.9. Installation of security systems;
 - 6.10. Installation of telecommunications systems;
 - 6.11. Installation of door or gate entry systems;
 - 6.12. CCTV systems;
 - 6.13. Property maintenance.
 - 6.14. Spa bath installations
 - 6.15. Swimming pool installations
7. A Competent Person is a person with sufficient technical knowledge and competence to undertake the identified “Electrical Installation Work” in “Dwellings” in terms of preventing danger, the risk of injury and be able to render “Electrical Installation Work” fit for purpose in terms of the identified scope of work
8. Qualified Supervisor - a competent person with specific responsibility on a day-to-day basis for the safety, technical standard and quality of “Full Scope” electrical installation work in “Dwellings”
9. Responsible Person - a person who is competent to do electrical work and has specific responsibility on a day-to-day basis for the safety, technical standard and quality of “Defined Scope” electrical installation work in “Dwellings”
10. **Principal Duty Holder** - can be a person who is appointed by the enterprise to have responsibility for the maintenance of the overall standard and safety of electrical installation work in “Dwellings”

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